

****DRAFT****

Minutes

Human Services Commission

Thursday, January 22, 2004

5:00 P.M.

Paiute Neighborhood Center – Building 9

6535 E. Osborn

Scottsdale, AZ 85251

Present: Chairwoman Fausel, Vice-Chair Bachmann, Commissioners Bilsens, Bitenc, Coudroglou, Reid and Resnick

Staff Present: Connie James, Mark Bethel, Kathy Breen, Donna Brower, Dawn Cagan, Cindy Ensign, Bev Johnson, Diane Kallal, Valerie Kime Trujillo, Paul Ludwick, Jack Miller, Mary Kay Rieke and Sharon Stephenson

CALL TO ORDER

Chairwoman Fausel called the meeting to order at 5:00 pm.

APPROVAL OF MINUTES FROM THE January 8, 2004 MEETING

Commissioner Resnick moved for approval of the January 8, 2004 meeting minutes; Commissioner Bilsens and the motion carried unanimously.

OPEN CALL TO THE PUBLIC

Chairwoman Fausel made an open call to the public for comments/questions/announcements or other business. Daniel Bassinger, Chairman of the Environmental Quality Advisory Board (EQAB) and Larry Person, Senior Environmental Coordinator for the City of Scottsdale responded to the open call with other business. Chairman Bassinger presented the indicators report for 2002-2003 to the commission. Chairman Bassinger indicated that the report contains raw data on three general areas: economy, community and environment. He added that the data is raw because it is useful for those who make public policy decisions to see the statistics as they are. He stated that in two years and updated report will be out and they will again be visiting boards and commission to hand out the updated report.

Chairman Bassinger announced that on April 16, the City of Scottsdale would sponsor the Enviro kids festival. This festival involves the three school districts under the jurisdiction of the Scottsdale Unified School District and they expect to have 2,000 to 3,000 kids at the festival, which will be held at WestWorld. The festival exposes the kids to different aspect of the environment. The kids will then work on projects that exemplify what they have learned. Following the event, on April 17 and 18, the Environmental Quality Advisory Board and several City of Scottsdale departments are co-sponsoring an event called SOFEST, also at WestWorld. At this event, all the kids who created projects will exhibit them. This weekend event will be open to the general community for a small admission fee. In addition, Chairman Bassinger indicated that the event would be powered with solar and hydrogen power.

Vice-chair Bachmann asked why the indicators report was done every two years. Chairman Bassinger indicated that the report used to be done every year, but this report was a little late in getting out. Vice-chair Bachmann asked why only raw statistics are presented. Mr. Person indicated that the intent is to provide just background data that any decision maker in the city can use for deliberations for boards, commissions or City Council. He added that one might

look at the data and see a trend as positive, negative or neutral and others may see the same data and draw different conclusions. Chairman Bassinger added that the report indicates why the statistic is relevant, not the numbers. In addition, the board has received feedback that the report has helped other cities.

Commissioner Bilsens asked if the report statistics merely show the reasons for and does not draw any conclusions. Chairman Bassinger stated that they are reporting the statistics and not drawing conclusions. Commissioner Bilsens asked if someone else wanted to look at the raw data, they could do additional research on their own. Chairman Bassinger said yes, the report shows how the data within is cyclical, as well as 5 or more years of history that is available for people to make their own conclusions.

Chairwoman Fausel asked if the report could be an environmental scan. Chairman Bassinger indicated that the report is more than just environmental; the report provides information on the economy and community as well as 5 years of history. He added that when the report was first created, it was put together by having all boards and commissions meet to determine what metrics to follow; the EQAB championed the report – so there has been a great deal of input over the years. He added that some of the metrics have changed and some of the data we want to collect is not available or is collected in different ways, but they still try to keep close to metrics originally decided.

Chairwoman Fausel asked if the data in the indicators report was reviewed for the East Valley Needs Assessment. Connie James, Human Services Director, said no, but it could have been reviewed. Chairwoman Fausel asked how the indicators report fits in with the Community Services Master Plan. Ms. James indicated that the plan looks at stress indicators for the community, and that they are constructing buildings and looking at existing buildings to make them green. Chairman Bassinger added that he, Mr. Person, Anthony Floyd and Chuck Skidmore, were part of the deliberations on the Community Services Master Plan. In addition, the EQAB is very proud that they took a resolution to the Mayor and City Council that requires the city to build green buildings. Further, they have received a bond to build these green buildings, which cost less to operate and less to maintain. Chairwoman Fausel commented that the report is a great tool that provides the opportunity to co-mingle it, the Community Services Master Plan and the East Valley Needs Report.

CDBG, HOME, SCOTTSDALE CARES AND GENERAL FUND PROCESS

Connie James, Human Services Director, provided the commission with background on the processes outlined above and the Human Services Commission's role.

Connie then introduced Mark Bethel, Community Assistance Manager to present the CDBG, HOME, Scottsdale Cares and General Funds process. Mr. Bethel stated that HUD has tentatively announced funding allocations; \$1,389,000 will be available for CDBG and \$434,021 is the allocation to Scottsdale by the Maricopa County HOME Consortium. In addition to the FY 2004/05 HOME Allocation, \$103,319 in reprogrammed funds as well as \$200,000 in Affordable Housing General Funds that will be available to be allocated to the HOME proposals. Mark Bethel then introduced Diane Kallal, Senior Grants Program Specialist, who reviewed the application binders with the commission.

Vice-chair Bachmann asked when the commission would receive the answers posed by Human Services staff to the agencies. Ms. Kallal indicated she requested the answers by January 27 and Mr. Bethel said that they can hand deliver the answers, either at home or the office, to each commissioner so that they can review them before the hearings.

Ms. James cautioned commissioners on the importance of agencies having proper documentation, as well as receiving answers to the questions posed by staff. For example, one agency, The Tempe Community Action Agency, submitted the same budget from the previous year, although they had recently called the community Assistance Office indicating a \$31,000 shortfall for this year's services. Further, they are only half way through their fiscal year. Connie said that we would need to determine why the agency did not alter their budget for this year, or what other options they have determined to make up for shortfall. These situations are crucial to rectify because this agency provides a vital service to our citizens, home delivered meals, and it is the only agency currently providing the service in the south half of Scottsdale.

Mr. Bethel thanked Ms. Kallal for all of her hard work in preparing the binders and for the process itself, which begins in September and ends in July. Mr. Bethel also thanked Jack Miller, Grants Accountant and Bev Johnson, Senior Grants Program Specialist, for their work with the agencies. Mr. Bethel also stated that, as in last year, staff would give out three separate funding recommendation scoring sheets to the commissioners for each separate funding source. Staff will fill in the agency names and projects, put in the scores for the CDBG applications in the consolidated plan and score the capacity of agencies. Mr. Bethel stated he also enclosed the methodology for the Scottsdale Cares program so that it is consistent with the Human Services 5 Year Plan and the high priority needs of city's master plan. He invited commissioners to feel free to write notes on their scoring sheets; staff will collect the sheets at the end of presentations and hand them back.

Mr. Bethel then introduced Cindy Ensign, Human Services Planner, who provided the commission with background and information on the Endowment Funds.

Ms. James completed the presentations by discussing the Conflict of Interest statement, which will be read at both funding hearings on February 2 and 4. She stated it was important for the commission to review the statement, determine if they are in conflict and then recuse themselves from certain presentations if necessary. She added that if the commission had any questions they could contact the City Attorney, Jay Osborn.

CITY OF SCOTTSDALE SECTION 8 PROGRAM

Mark Bethel, Community Assistance Manager, provided an update of the City of Scottsdale Housing Agency, which administers the Tenant-Based Housing Choice Vouchers issued by the U.S. Department of Housing and Urban Development. Tenant-based vouchers increase affordable housing choices for very low-income families. Families with a tenant-based voucher choose and lease safe, decent and affordable privately owned rental housing.

Chairwoman Fausel asked if the Section 8 funds are federal funds and have certain guideline restrictions, and are recipients given any educational information on how they can get assistance to improve their lives, are their classes they can or should go to? Mr. Bethel said that there is much more in dealing with Section 8 clients than the simple output of receiving rental assistance - there are a number of times that the participants must come into our office

for any changes, such as in income, and it's an opportunity to provide referrals for extra services, which we do many times per day. Chairwoman Fausel asked if Section 8 clients avail themselves of the services and Mr. Bethel said yes.

Chairwoman Fausel asked how often are the people the Community Assistance Office deals with who are Scottsdale residents are actual registered voters, and does staff give them that information. Mr. Bethel said that staff could provide information on where and when to vote, but legally, nothing more. Chairwoman Fausel asked if where and when to vote could be given out to clients and Mr. Bethel said that information could be put in clients' packets, but that he will check with the city's legal counsel to make sure they are comfortable with staff doing so. Chairwoman Fausel said that voter information is an opportunity, in a civic sense, to inform clients about the people in our country, many of who voted for the very programs that they utilize.

Commissioner Reid asked if the waiting list works by first placing families or individuals. Mr. Bethel explained that the waiting list is compiled based on the administrative plan, i.e., the policies and procedures approved by Housing and Urban Development (HUD), which deals with local preferences. Thus, if you live in Scottsdale or work in Scottsdale you receive preference for Section 8 housing. Some cities have preferences for the homeless or elderly and the Scottsdale Housing Agency can review the administrative plan, but the plan would have to be changed before the criteria changes.

Mr. Bethel stated that at their January 2004 board meeting, the Scottsdale Housing Board recommended for approval to the City Council the Scottsdale Housing Agency Plan for Fiscal Year 2004. The Section 8 Agency Plan is a comprehensive guide to public housing agency policies, programs operations, and strategies for meeting local housing needs and goals. The City Council will consider approval of the Agency Plan at their March 15 meeting. Mr. Bethel then introduced, Paul Ludwick, Human Services Manager, who presented discussed a new agency plan called Home Ownership Assistance Program (HOAP) where, based on certain criteria, certain Section 8 recipients can receive the voucher funds to pay for a mortgage instead of rent. The program is slated to begin in Scottsdale in July 2005.

CITY OF SCOTTSDALE FAMILY SELF-SUFFICIENCY PROGRAM

Sharon Light-Stephenson, Human Services Coordinator, provided an update of the Family Self-Sufficiency Program and the status of participants. Family Self-sufficiency (FSS) is a HUD program that encourages communities to develop local strategies to help assisted families obtain employment that will lead to economic independence and self-sufficiency. The Scottsdale Housing Agency works with welfare agencies, schools, businesses and other local partners to develop a comprehensive program that gives participating FSS family members the skills and experience to enable them to obtain employment that pays a living wage.

STAFF AND COMMISSION UPDATES

Connie James thanked all of the staff for the great job they have done on the hearing process. She also discussed a recent article in the Scottsdale Tribune, which highlighted the Yaqui mural project and the wonderful changes in the Yaqui community since the project's completion. She also discussed that Paiute Neighborhood Center will be featured on Channel 12 on January 24

between 9 and 10 AM regarding the artwork being done at the center to support the Character Counts program.

Chairwoman Fausel discussed her tour of the Arizona Humane Society's Center for Compassion and Care regarding the program that deals with mentally disabled children ages 8 to 18. She indicated that the society does remarkable work with these kids, some of which are Scottsdale residents. Chairwoman Fausel also informed commission that tomorrow (1/23) there would be a meeting between the City of Scottsdale's and City of Mesa's Ready to Learn Executive Committees and also that she is working out the details to have a joint meeting between the Mesa and Scottsdale Human Services Commission at Scottsdale's March 22 Human Services Commission meeting.

ADJOURNMENT

With no further business to be brought before the commission, Chairwoman Fausel asked for a motion to adjourn the meeting. Commissioner Bachmann moved to adjourn the meeting and Commissioner Bilsens seconded. The motion carried unanimously and the meeting adjourned at 7:00 pm.

Respectfully submitted by Mary Beth Hollmann, Recording Secretary.

Meets established criteria.

Connie James
Director, Human Services